

## **Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21**

**Part A** provides details of the Assessment Regulations and Mitigations in place for 2020/21

**Part B** provides details of the transitional Regulations that apply to students who are studying part-time or have returned from a period of interruption who have completed assessments in 2019/20 (prior to and after March 2020, the date that the Assessment Regulations for 2019/20 were originally suspended due to the pandemic).

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## **PART A: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21**

### **1. Background and Overview: Suspension of Regulations in 2020/21**

The Assessment Regulations was suspended by the President in March 2021 for the 2020/21 academic year, (in accordance with Ordinance B.1.3.). Ordinance B.1.3. enables the suspension of Senate Regulations and permits the application of contingency Senate Regulations when necessary. The Contingency Senate Regulations 2020/21 were approved by the President on 5 March 2021 for the 2020/21 academic year. The Contingency Regulations provide a framework to manage academic standards and better enable progression and/or award during the affected period where the integrity of the assessment process is compromised by unforeseen circumstances (not otherwise accounted for in the Regulations) or where the application of the Regulations would unfairly disadvantage a group of students.

Working with the Students' Union, the University's Student Attainment and Assessment Working Group recommended the set of mitigations outlined in this Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21, which were subsequently approved by the President.

**All sections of the original [Senate Assessment Regulations 19](#) continue to apply unless they have been updated for 2020/21 as detailed in this guide. Please note that the tables in part of this document provide a summary of the contingency regulations applied for the 2019/20 and 2020/21 academic years.**

#### **Purpose of this document:**

This Contingency Senate Regulations is a reference document which provides an overview of the agreed mitigations for 2020/21, for full details and context it should be read in conjunction with:

#### **2020/21 Documents**

[Reviewing student marks at Interim Assessment Panel Staff Guidance](#)

[Assessment Board Guide to the Contingency Regulations and Assessment Mitigations 2020/21](#)

[FAQs: Transitional Arrangement Rules for the Contingency Senate Regulations 2020/21](#)

#### **2019/20 Documents**

[Contingency Regulations 2019/20](#)

[Assessment and Safety Net Principles 2019/20](#)

[Assessment Board Guide to the Contingency Regulations and Assessment Mitigations 2019/20](#)

[Guidance on Transitional Arrangement Rules for the Contingency Senate Regulations 2019/20](#)

[FAQs: Transitional Arrangement Rules for the Contingency Senate Regulations 2019/20](#)

**Further details and useful resources can be found on our [Academic Quality Advice Page 2020/21](#).** Please direct any questions to [quad@city.ac.uk](mailto:quad@city.ac.uk).

**Additional Information for students:**

As well as the Assessment Regulations, students can find information regarding Interim Assessment Panels, Assessment Boards and Scaling on the Student Hub. [Mitigating the Impacts of Covid-19 on your Studies in 2020/21 | Student Hub | City, University of London](#).

This page will continue to be updated on the suite of actions City takes to mitigate the impact of the pandemic on students and their studies as relevant information become available.

## 2. Summary of Regulations 2020/21

### A. Student Progression in 2020/21<sup>1</sup>

- i. City developed two types of mitigation approaches for students in 2020/21 in response to the continued impact of the pandemic. The **'main mitigation package'** and the **'school-specific package'**. These measures complemented the Programme Redesign for 2020/21 and were designed to support students and protect their interests by ensuring barrier-free access to learning, fairness of students' results and maintaining the rigour of City's academic standards in line with the Office for Students' expectations.

### B. Arrangements for 'Main Mitigation Package' Student Attainment and Assessment Mitigations for 2020/21

- i. The **'main mitigation package'** provides proportionate support for students without compromising underlying academic standards or learning outcomes. The package applies to most programmes and consists of four points (see below), targeted at different aspects of the possible impact on the pandemic on students. The University:
  - a. relaxed rules on evidence for Extenuating Circumstances claims and streamlined the approval process.
  - b. reviewed students' marks by holding Interim Assessment Panels to ensure students are not unfairly impacted by unforeseen effects of the pandemic on results across different modules, and to identify at risk students.
  - c. increased the number of modules which are eligible for compensation of marks. This means the Assessment Board may decide that a strong performance by a student in one part of the curriculum, may be used as the basis to award credit where the student has failed to achieve a module pass mark elsewhere, when the overall criteria has been met. (For more information on Compensation, please see section 2, Transitional Arrangements Senate Regulation 19: Assessment Regulations below)
  - d. discounted up to the lowest 30 credits of modules (from the 2020/21 academic year), from the programme stage's contribution to final classification where a student passes their current stage during 2020/21 academic year and depending on their programme (Please also see Section D below).

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<sup>1</sup> **Progression in 2019/20:** (i)The [Assessment and Safety Net Principles 2019/20](#) set out the progression requirements for students during the contingency period. This includes requirements for students progressing from (i) Year 1 to Year 2, (ii) Year 2 to Year 3 and Year 3 to 4 where applicable) and (iii) final year students. The Principles includes how arrangements for programme with PSRB requirements will work in this context. (ii) For assessments that take place after 16th March 2020, the [Assessment and Safety Net Principles 2019/20](#) set out the opportunities available to students to sit their assessments to take into account any personal impact of the Covid-19 pandemic, including the opportunity to sit assessments for the first time in August. The Principles includes how arrangements for programme with PSRB requirements will work in this context.

- ii. The first two points are consistent with our existing regulations and programme design, while the final two require some amendments to current programme structures and to our regulations. There will be some variation across programmes on points 4 and 5, primarily due to Professional or Statutory Body (PSRB) requirements and non-standard credit structures.

### **C. Extenuating Circumstances (ECs)**

- i. Students in the 2020/21 academic year can:
  - a. submit an EC claim for consideration any time up until the last Assessment Board for their programme is held; Or
  - b. Submit an EC claim 7 days after the release of their result following a meeting of the relevant Assessment Board for their programme for consideration if they feel their results were impacted by undeclared ECs.
- ii. After the 7-day deadline the 'Appeal on the Ground of undisclosed EC' process will continue to be in place for students to utilise.
- iii. Where students have received marks and feedback on a Dissertation or equivalent major project for which they submit Extenuating Circumstances, an Assessment Board may require students to submit a new topic or answer a new question.
- iv. Programmes with Professional Body Regulations (for example: Professional Law Programmes) and those with non-standard entry points and those with exceptions may be exempt from the above arrangements to the ECs provision.

### **D. Discounting of Credits**

- i. Where a student passes their current stage during 2020/21 academic year and depending on their programme, City will discount (not include) up to the lowest 30 credits of modules (from the 2020/21 academic year) from the programme stage's contribution to the student's final classification.
  - a. For full time students who pass their programme stage the lowest 30 credits of modules will be discounted from that stage's contribution to the final classification.
  - b. Where students have achieved fewer than 120 credits during the 2020/21 academic year and are eligible, discounting will be applied on a pro rata basis calculated using the number of credits achieved, if this is in the best interest of the student. For example, this may apply to part-time students or students who have previously interrupted and returned in 2020/21.
  - c. Where relevant, fractions of modules will be considered when calculating marks, if that is the best approach for students. For example, where a student has their lowest mark in a 15 credit module and their second lowest in a 30 credit module, a calculated average the 15 credit module and half of the 30 credit module will be discounted.
  - d. Where students have more than 120 credits, discounting will be applied to 120 credits only, using the lowest 30 credit of modules.
- ii. Please note the following exceptions:
  - a. there will be some programmes that have exceptions to this due to professional body requirements or non-standard credit structures.

- b. students who are undertaking partial repeat years will not have any change to their credit calculations as their current modules are already covered by last year's safety net.
- c. modules with academic misconduct penalty marks will not form part of the eligible credits discounted from the 2020/21 year's average.
- d. for dissertations or equivalent major projects that qualify and are larger than 30 credits, the discounting will only apply to up to 30 credits from that module, if that is the best approach for students.
- e. when it cannot be demonstrated that the Learning Outcomes of the Modules in the Programme Stage have been satisfied.

#### **E. Arrangements for 'School-Specific Package' Student Attainment and Assessment Mitigations for 2020/21**

- i. There are two school-specific (programme-specific) approved **mitigations** to meet PSRB requirements or to meet the specific nature of the programmes offered by the relevant Schools. Please see section E (ii) below. These are designed to mitigate specific issues and should be considered as the best options for these programmes. For example, scaling, compensation and discounting of the lowest credits cannot apply to programmes in the School of Health Sciences due to PSRB reasons.

##### **ii. School of Arts and Social Sciences**

#### **Progression for Professional Doctorate in Counselling Psychology (DPsych)**

- a. **DPsych students in Year 1 2020/21 with up to 45 credits outstanding for clinical practice for PSM419 may be progressed to the next academic year.**
- b. **DPsych students in Year 2 in Academic Year 2021/22 with up to 45 credits outstanding for clinical practice for PSM419 may be progressed to the next academic year. This exception is requested for Year 2 students in 2021/22, given the potential knock-on effect of the provisions being given to Year 1 students in 2020/21.**

Further details can be found in Appendix 1

##### **iii. School of Health Sciences**

#### **Progression for School of Health Science Programmes with clinical activities**

- a. **SHS students in 2020/21, who due to PSRB requirements and the need to return to clinical activities with up to 45 assessment credits outstanding, should be permitted to trail.**

Further details can be found in Appendix 1

#### **F. Interim Assessment Panels**

- i. Interim Assessment Panels are advisory to Assessments Boards and will meet to review marks. Panels will be held after each main summative assessment period.

- ii. Interim Assessment Panel decisions are provisional and subject to approval by the Assessment Board.

#### **G. Assessment Boards (taught programmes)**

- i. Assessment Boards will take place online.
- ii. Decisions will be made using the information available to Assessment Boards when they meet. Nevertheless, decisions may be reviewed if new information is obtained at a future date, which was not available at the time the initial decision was made, as detailed in Appendix 2.

#### **H. Scaling of Marks**

- i. Interim Assessment Panels will review the marks for Term 1 assessments. Where factors have been identified that show that overall attainment has been out of line with expectations, and it has not been possible to rectify issues identified through the marking and moderation process, a provisional recommendation for scaling of marks may be made to the Assessment Board by the Interim Assessment Panels.
- ii. Scaling recommendations can be made either for the overall module mark or for the mark on a major component and should be applied to the whole cohort and not to subsets of students (e.g., where a module is taught across more than one School proposals for scaling of marks should apply to all students taking the module). For modules shared across multiple programmes the review should be carried out by the programme owning the module, but relevant programme directors should be informed of any proposed scaling recommendations.
- iii. Academic judgment should be used to determine the appropriateness of the recommendation for scaling.
- iv. Provisional recommendations for scaling could mean scaling marks up or (in rare instances) scaling down. Where scaling down is being recommended passing students should not be scaled down to fail.
- v. Where a scaling recommendation is being considered, the relevant External Examiner(s) should be consulted, and the recommendation should be clearly communicated to students when they receive their results.

#### **I. Academic Misconduct**

- i. Academic Misconduct is any action that produces an improper advantage for the student in relation to their assessment(s) or deliberately and unnecessarily disadvantages other students. It can be committed intentionally or accidentally. City actively pursues all cases of suspected misconduct. For more information, please see the [Academic Integrity and Misconduct Policy and Guidance](#).
- ii. Modules failed due to academic misconduct cannot be compensated or discounted.
- iii. Where appropriate, Panels and Academic Misconduct investigations can take place via written statements provided by the student. Academic Misconduct Panels may be conducted online, (by Zoom or Teams), via correspondence (i.e., statement) and/or may take place in the absence of a student, where it is reasonable and

justifiable to do so. **Please see [the Academic Integrity and Misconduct Policy and Guidance](#) for more information.**

#### **J. Marking and Feedback**

- i. Each School will oversee any instances whereby additional time is needed for staff to manage marking and moderation workloads. The need for students to receive timely feedback remains central to the student learning experience.
- ii. In exceptional circumstance, where External Examiners are unable to fulfil their responsibilities, the assessment process may continue. Schools must highlight to QUAD which duties have been impacted. A record of this will be kept.

#### **K. Doctoral College**

- i. Deadlines for thesis submission, mid-programme assessments (transfer from MPhil to PhD, transfer to writing up status) and maximum periods of registration may need to be extended to cover at least the period of the contingency.
- ii. Viva examination and mid-programme assessments may be held online; viva examinations may take place outside the expected timeframe of within three months of thesis submission.

#### **L. Apprenticeship Programmes**

- i. All apprenticeship programmes delivered in England are linked to an Institute for Apprenticeships Standard. Each Standard has a defined assessment plan, which sets out the approach to the compulsory End Point Assessment, including how it will be assessed.
- ii. The Assessment Regulations for the relevant apprenticeship programmes are set out in the Programme and/or Module Specifications and with the End Point Assessment Plans published by the Institute of Apprenticeships and Technical Education as part of the Apprenticeship Standards.
- iii. Where End Point Assessment is integrated into the degree programme, it must be successfully passed in order for the degree and the apprenticeship to be awarded. In such instances, the assessment plan for the appropriate Degree Apprenticeship programme will take precedence over these Assessment Regulations.

#### **M. Collaborative Provision**

- i. As usual, for taught joint and franchised programmes, the regulations that apply will be overseen by the relevant School Assessment Board.
- ii. As usual, for taught programmes that are validated by City and delivered by a partner organisation, the arrangements for progression and award and Assessment Boards will be chaired by the City Course Board Chair (or nominee) and supported by Student & Academic Services.
- iii. Arrangements for the progress or award of research students on programmes validated by City are set out in the relevant validation document and any necessary amendment to these

during the pandemic period will be approved by the City Course Board or Course Board Chair.

#### **N. Awards**

- i. Senate Regulations (15, 16, 17 and 24) detailing requirements for programmes will continue to apply.
- ii. Senate Regulation 9, Where Graduation ceremonies are cancelled and/or postponed, awards will be conferred by Senate.

#### **O. Student Casework**

- i. City seeks to maintain the timeframe within published regulations. Students will be notified where, as a result of the impact of COVID-19, it is necessary to lengthen timeframes set out in regulations relating to academic misconduct, academic appeals, student complaints, student discipline, fitness to study and professional suitability. Where applicable, students will receive details of the revised timescales, and updates on their case.
- ii. Hearings, Panels and Committees may be held in-person, online, managed via correspondence and/or in the absence of a student or may take place outside the expected timeframes.

#### **P. Suspension of The Assessment Regulations**

- i. The Assessment Regulations was suspended in March 2021 on behalf of Senate by the President.
- ii. All sections of the original Senate Regulations 19: Assessment Regulations 2020/21 continue to apply unless they have been updated for the 2020/21 academic year as detailed in this Regulation.
- iii. Unless otherwise stated, the Senate Regulations 19: Assessment Regulations will be reinstated, in its entirety, on Monday 6 September 2021 for the 2021/22 Academic Year. This Contingency Senate Regulations will cease on this date except where transitional arrangements for 2020/21 apply.

## 2. Transitional Arrangements: Senate Regulation 9: Conferment of Awards

City may confer a degree, diploma or certificate [award] upon any individual who has pursued a programme of study or research approved by the institution and has passed the prescribed assessments.

- **Senate Regulation 9: Conferment of Awards**

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations	2019/20 Mitigations <i>for Reference only</i>	Comments
<b>9.2 and 9.3 Conferment of Awards</b>	<p>Awards are made by Senate on the recommendation of the Assessment Boards and are conferred at a congregation of the institution known as a Graduation Ceremony.</p> <p>No-one may describe himself or herself as holding an award unless it has been conferred at a Graduation Ceremony.</p>	<p>Awards may be conferred by Senate rather than by a Graduation Ceremony.</p> <p>While in person attendance at a Graduation ceremony by the graduating student and the relevant staff members may occur, such attendance will not be mandatory for conferment in 2020/21.</p>	Awards to be conferred by Senate rather than by a Graduation Ceremony	Align with Reg 19 (4.6 Award and Classification) which states, "Award classifications are determined by Assessment Boards and conferred by Senate" than by a congregation at a Graduation Ceremony.
<b>9.6 and 9.7 Graduation</b>	<p>Each candidate is normally presented by an academic member of staff from his/her School.</p> <p>Awards may be conferred "in absentia" provided prior notice has been given, or if the candidate has been unavoidably prevented from attending the congregation.</p>			Suspend other requirements of Regulations 9 requiring in person attendance of the student and staff members.

- **Senate Regulation 19: Assessment Regulations**

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
<p><b>4.1 - 4.3 Requirement to Pass a Module and Programme</b></p>	<p><b>Undergraduate/Graduate/ Integrated Masters Programmes:</b> To pass a Programme Stage, a student must achieve the total amount of credit for that Programme Stage at the specified level for the Award, as set out in the Programme Specification. Credit will be achieved through passing the required modules or by exemption through Recognition of Prior Learning.</p> <p><b>Postgraduate Programmes:</b> To pass a Postgraduate Programme a student must achieve the total amount of credit at the specified level for the Award, as set out in the Programme Specification.</p>	<p>All programmes are governed by Assessment Regulation 19 in 2020/21 unless, where:</p> <ul style="list-style-type: none"> <li>i. additional mitigations as stated in accordance with this Contingency Regulations - there are PSRB exceptions and other agreed considerations</li> </ul>	<p><a href="#">Assessment and Safety Net Principles</a> applied where there were no PSRB exceptions and other agreed considerations.</p>	<p>2019/20 Assessment Principles and Safety Net do not apply for assessment undertaken in 2020/21 academic year.</p> <p><b>2020/21</b> Guidance was made available for Schools/Assessment Boards on how to apply Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21. Please see the <a href="#">Staff</a></p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
				<p data-bbox="1765 360 2002 472"><a href="#">Guidance Mitigations 2020-2021</a></p> <p data-bbox="1765 523 2033 868">Where students in 2020/21 have not yet completed the requirements of the 2019/20 academic year (or previous academic years), transitional rules may apply.</p> <p data-bbox="1765 919 2033 1222">Please see Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements</p> <p data-bbox="1765 1305 1883 1337"><b>2019/20</b></p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
				Guidance was made available for Schools/Assessment Boards on how to apply the <a href="#">Assessment and Safety Net Principles</a> .
<b>4.4.1 Late Participation in an Assessment</b>	<p>Where late submission is permitted, the penalties for late submission and arrangements for extensions are determined by Programme Teams, approved by Boards of Studies and published in the relevant Programme Handbook. If late submission is permitted, penalties will apply where a student:</p> <ul style="list-style-type: none"> <li>• participates in an assessment after the due date where a deadline has not been extended and there are no Extenuating Circumstances.</li> <li>• has been given an extension but participates in the assessment after the extended date but within any stipulated timeframe.</li> </ul>	<p>Where relevant, individual Schools have their own Extension Policy.</p> <p>Extenuating Circumstances Policy and conditions implemented for 2020/21 apply.</p> <p><b>ECs for 2020/21:</b></p> <ol style="list-style-type: none"> <li>Students in the 2020/21</li> </ol>	<p>Programmes were able to extend deadlines where appropriate by 10 working days where PSRB requirements permit.</p> <p>Students were able to apply for up to 10 working days extension via the Supporting your Academic Success process or EC Policy (where relevant).</p>	<p><b>2020/21</b></p> <p>EC Policy for 2020/21 can be found <a href="#">here</a>. The policy was effective from 26 October 2020</p> <p><b>2019/20</b></p> <p><b>More information on</b> Supporting your Academic Success can be found <a href="#">here</a></p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>academic year can:</p> <ul style="list-style-type: none"> <li>a. submit an EC claim for consideration any time up until the last Assessment Board for their programme is held; Or</li> <li>b. Submit an EC claim 7 days after the release of their result following a meeting of the relevant Assessment Board for their programme for consideration if they feel their results were impacted</li> </ul>		

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>by undeclared ECs.</p> <p>ii. After the 7-day deadline the 'Appeal on the Ground of EC' process will continue to be in place for students to utilise.</p> <p>iii. Where students have received marks and feedback on a Dissertation or equivalent major project for which they submit Extenuating Circumstances, an Assessment</p>		

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>Board may require students to submit a new topic or answer a new question.</p> <p>iv. Programmes with Professional Body Regulations and those with non-standard entry points and those with exceptions may be exempt from the above arrangements to the ECs provision.</p>		

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
<p><b>4.4.2 Failure to Participate in an Assessment</b></p>	<p>Where a student fails to participate in an assessment component and has no Extenuating Circumstances, then that component will be considered to be failed. No mark or credit will be awarded, and a resit opportunity will be offered subject to the rules in Section 4.7.2.</p>	<p>Where a student fails to participate in an assessment component and has no Extenuating Circumstances, then that component will be considered to be failed. No mark or credit will be awarded, and a resit opportunity will be offered subject to the rules in Section 4.7.2 and <a href="#">Senate Regulation 19: Assessment Regulations</a></p>	<p>Where a student failed to participate in an assessment component and had not submitted an Extenuating Circumstances or SYAS, that component is considered to be a fail. No mark or credit was awarded however, the student was offered an opportunity to retake the assessment subject to PSRBs and subject to 4.7.2 of this Contingency Regulations</p>	<p>A student normally has a maximum of two attempts to pass each assessment component; a first attempt and a resit. Students who have approved Extenuating Circumstances may be granted a further attempt.</p> <p><b>In 2019/20</b></p> <p>As a result of COVID-19 students had a maximum of three attempts to pass each assessment component; an uncapped first attempt, an</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
				additional uncapped attempt during the second assessment period and a (capped) resit.
<p><b>4.6 Award and Classification: Reregistration for the same award to improve the classification attained.</b></p>	<p>A student who has completed the requirements for a named Award cannot re-register for the same Award to improve the classification attained.</p> <p>A student who does not meet the requirements for the Award for which they are registered, but meets the requirements for an approved Exit Award, will normally be conferred that Award as set out in the Programme Specification</p>	<p>Suspend rule to allow affected students (2020/21 only) to re-register for the same award.</p>	<p>Suspend rule to allow affected students (2019/20 only) to re-register for the same award.</p>	<p>Continue to suspend 4.6 to enable students enrolled in 2019/20 and 2020/21 who have completed the requirements for a named award to re-register, providing they re-enrol within 5 years of commencing the relevant programme and have not exceeded their maximum period of registration</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
				Also worth noting that, irrespective of the pandemic, the current ( <a href="#">Senate Regulation 19: Assessment Regulations</a> for 2020/21 allow students meeting certain criteria to repeat a year (Programme Stage)) if they have failed (see 4.7.3 2020/21 Regulations).
<b>4.7. Failure of a Module</b>	If a student fails a module due to failure in an assessment component, the Assessment Board will normally offer: <ul style="list-style-type: none"> <li>• Compensation (where this option is permitted and detailed within the Programme Specification, and the student has met specific criteria), as detailed in Section 4.7.1</li> <li>• Resit, as detailed in 4.7.2</li> </ul>	If a student fails a module due to failure in an assessment component, the Assessment Board will normally offer: <ul style="list-style-type: none"> <li>• Compensation (where this option is permitted in accordance with</li> </ul>	No Change.  Trailing of credit may be permitted in certain circumstances where a student has ECs. See the relevant section of <a href="#">Senate Regulation 19:</a>	Where a student is eligible for compensation at the first assessment attempt, this should be applied in the first instance rather than offering a resit opportunity.

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	Where a student is eligible for compensation at the first assessment attempt, this should be applied in the first instance rather than offering a resit opportunity.	<p>the mitigations) approved for 2020/21</p> <ul style="list-style-type: none"> <li>• Resit, as detailed in 4.7.2</li> </ul>	<a href="#">Assessment Regulations</a>	
<p><b>4.7</b></p> <p><b>Failure of a Module - Trailing of Credit</b></p>	<p>Where the criteria in 4.7 are met, an Assessment Board may permit students who have had approved Extenuating Circumstances (ECs) at any point during the academic year to trail a limited amount of assessment (no more than 15 credits), for example if they had ECs at the first sit and are taking their first attempt during the resit period (without ECs) and fail that attempt.</p> <p>A Special Scheme of Study is required.</p> <p>Taking into account PSRB requirements, where applicable</p>	<p>Where the criteria in 4.7 are met, an Assessment Board may permit students who have had approved Extenuating Circumstances (ECs) at any point during the academic year to trail a limited amount of assessment (no more than 15 credits), for example if they had ECs at the first sit and are taking their first attempt during the resit period (without</p>	<p>Students who had valid ECs and/or submitted a SYAS form were permitted to trail up to 15 credits (or 20 credits if a Programme Regulation had already been approved for specific programmes) where the assessment type and other criteria are met.</p> <p>A Special Scheme of Study is required. A formal record for</p>	<p>Unless where exempt, students who did not have valid ECs and have not submitted a SYAS form would not be permitted to trail credit into the next academic year.</p> <p>Assessment Boards need to be satisfied that any student being considered for trailing credit into the next academic year submitted an EC or SYAS form.</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>ECs) and fail that attempt.</p> <p>2020/21 Programme Specific Mitigations and Trailing</p> <p><b>SASS: Progression for Professional Doctorate in Counselling Psychology (DPsych)</b></p> <p>a. DPsych students in Year 1 2020/21 with up to 45 credits outstanding for clinical practice for PSM419 may be progressed to the next academic year.</p>	<p>sign-off is also required.</p> <p>Considering PSRB requirements, where applicable</p> <p><b><u>SHS:</u></b></p> <p>Due to PSRB requirements and clinical activities within SHS programmes, affected students/ cohorts of students may need substantial flexibility and can trail up to 45 assessment credits. Where students need to trail more than 45 assessment credits to complete a Programme Stage</p>	<p>The decision to enable a student to trail credit should also take into account the health and wellbeing of a student</p> <p>Where students trail, they must be informed about any additional costs (if relevant) they would incur.</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>b. DPsych students in Year 2 in Academic Year 2021/22 with up to 45 credits outstanding for clinical practice for PSM419 may be progressed to the next academic year. This exception is requested for Year 2 students in 2021/22, given the potential knock-on effect of the provisions being given to Year 1</p>	<p>and where PSRB requirements allow, an individual rationale will be needed to explain how a student can complete the trailed credits alongside their current Programme Stage.</p> <p>SHS students who fall into the above category are exempt from the requirement to submit a SYAS or EC form.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>students in 2020/21.</p> <p>SASS students who fall into the above category are exempt from the requirement to submit an EC form.</p> <p>Further details can be found in Appendix 1</p> <p><b>SHS: Progression for School of Health Science Programmes with clinical activities)</b></p> <p>a. SHS students in 2020/21, who due to PSRB requirements and the need to return to clinical</p>		

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>activities with up to 45 assessment credits outstanding, should be permitted to trail.</p> <p>SHS students who fall into the above category are exempt from the requirement to submit an EC form.</p> <p>Further details can be found in Appendix 1</p>		
<b>4.7.1 Compensation</b>	<p>The maximum amount of compensation that can be applied across one or more Modules within a Programme Stage or for the Programme is as follows:</p> <ul style="list-style-type: none"> <li>• <b>Undergraduate/Graduate/Integrated Masters Programmes</b> - 30 credits or one sixth of the total credits within</li> </ul>	<p>There is an increase in the range of modules that can be compensated across all Schools, including core modules, where possible.</p>	<p>Where relevant, the University's approach to compensation was embedded within the <a href="#">Assessment and Safety Net Principles</a></p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>a Programme Stage, whichever is greater subject to the maximum volume of credits that can be compensated in a programme</p> <ul style="list-style-type: none"> <li>- 45 credits for an Undergraduate Programme</li> <li>- 60 credits for an Integrated Masters programme</li> </ul> <p>• <b>Postgraduate Programmes</b></p> <ul style="list-style-type: none"> <li>- 15 credits of the Programme as a whole can be compensated in a Postgraduate Certificate and no more than 20 credits may be compensated in a Postgraduate Diploma or Masters degree.</li> </ul> <p>A mark of no more than 10% below the Module pass mark must have been achieved in the Module to be compensated.</p> <p>Core Modules should not be compensated. Compensation cannot be applied to a Dissertation or equivalent major project.</p>	<p>However, professional body requirements and essential learning outcomes must be satisfied.</p> <p><b>Compensation is not available in the following instances:</b></p> <ul style="list-style-type: none"> <li>• for Dissertation or equivalent major project</li> <li>• to students who have passed a module</li> <li>• when it cannot be demonstrated that the Learning Outcomes of the Modules in the</li> </ul>	<p>In view of the Assessment and Safety Net Principles:</p> <p><b>Year 1 and Foundation students</b></p> <ul style="list-style-type: none"> <li>- compensation was not applicable (all Year 1 students were progressed to Year 2) subject to PSRB exceptions</li> </ul> <p><b>For Year 2:</b> Extended compensation to all alternative assessments that replace the face-to-face examinations, with a pass mark of 30% (for any remaining assessments after 16 March 2020) subject to PSRB requirements.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>Taking the mark to be compensated into account:</p> <ul style="list-style-type: none"> <li>• <b>UG/Graduate</b> – an overall aggregate mark of 40% must have been achieved for the Programme Stage calculated on the basis of the Module marks weighted according to their credit value.</li> <li>• <b>Integrated Masters</b>– an overall aggregate for the Programme Stage (40% for Stages 1-3, and 50% for Stage 4), must have been achieved calculated on the basis of the Module mark weighted according to their credit value.</li> <li>• <b>Postgraduate Programmes</b> - an overall aggregate mark of at least 50% must have been achieved; this is normally calculated excluding the project or dissertation mark.</li> </ul>	<p>Programme Stage have been satisfied.</p> <ul style="list-style-type: none"> <li>• for a pass/fail module</li> <li>• for modules failed due to academic misconduct</li> </ul>	<p><b>Year 3:</b> No change to <a href="#">Senate Regulations 19: Assessment Regulations 2019/20</a>.</p> <p><b>Study Abroad Students:</b> as above, with the same pass marks and volume of compensation for each year group</p> <p><b>Postgraduate Programmes</b> 15 credits of the Programme as a whole could be compensated in a Postgraduate Certificate and no more than 20 credits may be compensated in a</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
			Postgraduate Diploma or Masters degree	
<b>4.7.1 Compensation: Academic Misconduct</b>	Modules failed due to academic misconduct cannot be compensated	No Change: Modules failed due to academic misconduct cannot be compensated	Modules failed due to academic misconduct cannot be compensated	Students are going through a significant transition and are working in ways that they have not been expected to before. Therefore, care must be taken by Schools to ensure students are supported as best as possible to prevent poor academic practice and instances of Academic Misconduct from arising.
<b>4.7.2 Resits</b>	A resit is a second attempt at an initial failed assessment without having to repeat the original period of teaching and learning.	No Change	In line with the <a href="#">Assessment and Safety Net Principles</a>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>Assessment Boards may grant a resit subject to certain criteria outlined in Regulation 4.7.2</p> <p>Students who have approved Extenuating Circumstances may be granted a further attempt.</p> <p>In exceptional circumstances, usually for PSRB reasons, the Assessment Board may decide to permit the student to take a second resit. This option must be an approved part of a Programme, listed as a Programme Regulation in Appendix 1 of the <a href="#">Senate Regulation 19: Assessment Regulations</a> for 2020/21.</p>	<p><b>For students completing 2019/20 or prior academic years</b></p> <p>Please see Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements</p>	<p><b>Year 1 and Foundation Students</b> will have no further assessment.</p> <p>Resits were not applicable (other than where students have resits from January 2020 assessments which have PSRB requirements or exemptions, where students have outstanding Academic Misconduct Sanctions and where assessments took place in the summer e.g., for PSRB reasons).</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
			<p><b>Year 2, Year 3 UG &amp; PGT</b> - Resit the failed assessment(s)</p> <p>Where relevant, all other taught students who submitted a SYAS form had two assessment periods/opportunities for uncapped marks and a final (capped) opportunity for any students who fail the first two attempts.</p>	
<p><b>4.7.2 Resits: Extenuating Circumstances</b></p>	<p>If a student fails to participate in an assessment component at the first attempt and has no Extenuating Circumstances, the first attempt will be recorded as a fail and a resit will be offered for that component.</p>	<p><b>No Change:</b> If a student fails to participate in an assessment component at the first attempt and has no Extenuating</p>	<p>If a student fails to participate in an assessment component at the first attempt and had no EC or SYAS, the first attempt was</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>Circumstances, the first attempt will be recorded as a fail and a resit will be offered for that component.</p> <p><b>However, unless PSRB regulations or exceptions apply:</b></p> <ul style="list-style-type: none"> <li>• Students in the 2020/21 academic year, can, under the EC Policy submit an EC claim for consideration any time up until the last Assessment Board for their programme is held.</li> <li>• Students will have 7 days from the</li> </ul>	<p>recorded as a fail and an additional attempt/opportunity for uncapped marks is offered to the student.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		date they receive their results letter to submit an EC form if they have undeclared ECs		
<p><b>4.7.2</b> <b>Resits: Resit Marks and Resit pass mark</b></p>	<p>If a student receives a lower mark in a resit for an assessment component than that achieved at the first attempt, the lower mark stands (not the first attempt mark even where this was failed); the Assessment Board cannot exercise discretion over which to accept.</p>	<p><b>No Change:</b> If a student receives a lower mark in a resit for an assessment component than that achieved at the first attempt, the lower mark stands (not the first attempt mark even where this was failed); the Assessment Board cannot exercise discretion over which to accept.</p>	<p><b>Resit Pass Mark.</b> The pass mark for resits will remain the original / published pass mark for the component / module being repeated unless the original/published pass mark had been revised by the <a href="#">Assessment and Safety Net Principles</a>.</p> <p><b>Resit Mark</b> If a student chose to take up the offer of a second uncapped attempt, the mark achieved at the</p>	<p><b>In 2019/20</b> Students were permitted a second uncapped attempt at an assessment, regardless of whether they have passed it at the first attempt, should students choose.</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for <i>Reference only</i>	Comments
			<p>second attempt was retained and the student's original mark will be disregarded.</p> <p>Year 2 - In view of the substantial mitigation in place, the second assessment mark will stand, even if lower than the first.</p> <p>Assessment Boards were able to use discretion to accept the original (higher), mark rather than the lower second mark, to enable the following students to be awarded:</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
			<p>Year 3 and PGTs - When considering final Award marks, where students' overall marks fall within 0.5% of a higher classification if the original mark is used in the Award calculation.</p> <p>Please note these are subject to PSRB requirements</p>	
<p><b>4.7.3 (i) and (ii) Multiple Failed Assessments Resits or Partial Repeat Year</b></p>	<p>Assessment Boards may grant a partial repeat year where a student has multiple failed assessments.</p> <p>Based on the nature and number of assessments that have been failed, the Assessment Board may offer the student a partial repeat year (with attendance) to complete:</p>	<p>Assessment Boards may grant a partial repeat year where a student has multiple failed assessments.</p> <p>Based on the nature and number of assessments that have been failed, the Assessment Board</p>	<p>If after the application of <a href="#">Assessment and Safety Net Principles</a>, the student had multiple failed assessments, the Assessment Board could offer the student a partial</p>	<p><b>2019/20:</b> Assessment Boards were able to grant a partial repeat year to eligible students impacted by exceptional circumstances due to the pandemic in 2019/20.</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<ul style="list-style-type: none"> <li>• their second attempt at the failed assessments (if the student had no Extenuating Circumstances), or</li> <li>• an additional resit attempt (if the student has approved Extenuating Circumstances that related to a resit attempt).</li> </ul>	<p>may offer the student a partial repeat year (with attendance) to complete:</p> <ul style="list-style-type: none"> <li>• their second attempt at the failed assessments (if the student had no Extenuating Circumstances) , or</li> <li>• an additional resit attempt (if the student has approved Extenuating Circumstances that related to a resit attempt).</li> </ul>	<p>repeat year (with attendance) to complete:</p> <ul style="list-style-type: none"> <li>• their second uncapped attempt at the failed assessments or</li> <li>• their capped resit attempt at the failed assessments or</li> </ul> <p>an additional resit attempt (if the student has approved Extenuating Circumstances or SYAS that related to a resit attempt).</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
<p><b>4.7.4 (iii)</b> <b>Full Repeat Year</b></p>	<p>A full repeat year may be offered by the Assessment Board or requested by a student where:</p> <ul style="list-style-type: none"> <li>• A student has approved ECs affecting multiple assessments,</li> <li>• A student has been suspended in accordance with the Fitness to Study Regulation OR</li> <li>• A student has achieved more than 60 credits in a Programme Stage and have a year mark greater than 20%</li> </ul> <p>The Assessment Board will use its discretion in deciding whether the request is approved and will consider the requirements of any PSRB where applicable</p> <p>A full repeat year may not be used to improve the classification of the Award where a student has passed.</p>	<p>No Change</p> <p>Where a student is recommended a full repeat year, the Assessment Board will use its discretion in deciding whether the request is approved and will consider the requirements of any PSRB where applicable.</p>	<p>A full repeat year was permitted where the student had approved Extenuating Circumstances, SYAS affecting multiple assessments, or the student has been suspended in accordance with the Fitness to Study Regulation.</p> <p>Subject to any PSRB requirements where applicable.</p>	<p>In view of the potential impact of COVID-19 on students in 2019/20 and 2020/21 as well as the impact of the Industrial Action in 2019/20 and the potential impact on students, it may have been in the student's interest to repeat the year.</p> <p>Where Assessment Boards permit an eligible student to repeat a Programme Stage in the following academic year, the student must be informed about the additional fees and costs they would incur if they decide</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
				to take up that option.
<p><b>4.8 Extenuating Circumstances</b></p>	<p>The Extenuating Circumstances process is for students who have experienced unforeseen significant disruption to their studies due to reasons beyond their control.</p> <p>Extenuating Circumstances are defined as circumstances which are:</p> <ul style="list-style-type: none"> <li>• unforeseen and outside a student’s control, and</li> <li>• which can be shown to have had a direct and substantial impact on their academic results (this may include an impact on the student’s capacity to study prior to an assessment, on their ability to complete an assessment, and/or on performance during an assessment).</li> </ul>	<p>Extenuating Circumstances Policy and conditions implemented for 2020/21 apply.</p> <p><b>ECs for 2020/21:</b> Students in the 2020/21 academic year can:</p> <ol style="list-style-type: none"> <li>a. submit an EC claim for consideration any time up until the last Assessment Board for their programme is held; Or</li> <li>b. Submit an EC claim 7 days after the</li> </ol>	<p>The temporary process, Supporting Your Academic Success (SYAS), has been approved to replace the Extenuating Circumstances process until further notice, where relevant.</p> <p>If relevant, as a result of the emergency period, changes may be made to the SYAS process and Extenuating Circumstances process, as required.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>release of their result following a meeting of the relevant Assessment Board for their programme for consideration if they feel their results were impacted by undeclared ECs.</p> <p>c. After the 7-day deadline the Appeal Process option to appeal on the Ground of previously undisclosed ECs' will continue to be in place for</p>	<p>These provisions are subject to any PSRB requirements where applicable.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>students to utilise.</p> <p>d. Where students have received marks and feedback on a Dissertation or equivalent major project for which they submit Extenuating Circumstances, an Assessment Board may require students to submit a new topic or answer a new question.</p>		
<b>4.8.1 Extenuating Circumstances: Evidence</b>	The claim for Extenuating Circumstances must be supported by evidence.	As well as the provisions allowed within the <a href="#">Extenuating</a>	The claim for Extenuating	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		Circumstances Policy, the claim for Extenuating Circumstances (subject to any PSRB requirements where applicable) can be made by students without evidence.	Circumstances (subject to any PSRB requirements where applicable) or *Supporting your Academic Success (SYAS) claims can be made by students without evidence.  * SYAS is a self-declaration form for students to highlight needs and request support thus, evidence may not be necessary.	
4.8.1 Extenuating Circumstances: Submission of application	Extenuating Circumstances Policy and conditions implemented for 2020/21 apply.	<b>ECs for 2020/21:</b> Students in the 2020/21 academic year can: a. submit an EC claim for	An Extenuating Circumstances form or SYAS form must be completed within 7 calendar days from	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>consideration any time up until the last Assessment Board for their programme is held; Or</p> <p>b. Submit an EC claim 7 days after the release of their result following a meeting of the relevant Assessment Board for their programme for consideration if they feel their results were impacted by undeclared ECs.</p>	the date of a student's result.	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>c. After the 7-day deadline the Appeal Process option to appeal on the Ground of previously undisclosed ECs' will continue to be in place for students to utilise.</p>		
<p><b>4.8.3 Extenuating Circumstances: Assessment Board consideration of Extenuating Circumstances Recommendations</b></p>	<p>Based upon the report and recommendation from the Extenuating Circumstances Panel, the Assessment Board will consider the most appropriate course of action from the following:</p> <p>i. The attempt at the affected assessment(s) should be set aside and the student offered an additional opportunity of taking the assessment/s. This will be either:</p> <ul style="list-style-type: none"> <li>• as an additional first attempt (if the Extenuating Circumstances related to a first attempt) or</li> </ul>	<p>No Change</p>	<p>Students with or without a SYAS form or Extenuating Circumstances, where relevant will be offered an uncapped additional attempt at assessments during the second assessment period.</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	as an additional resit attempt (if the Extenuating Circumstances related to a resit attempt).			
<b>4.18 Periods of Registration</b>	Each Programme will be subject to a maximum period of registration.	An additional year of registration for all students registered for study in 2020/21 where requested.	An additional year of registration for all students registered for study in 2019/20, where requested.	<p>This recommendation was based on the extraordinary circumstances around COVID-19 and Industrial Action in 2019/20 and 2020/21 and the potential impact on students.</p> <p>Student must have been informed about any fees and additional costs (if relevant) they would incur if they chose to take up that option.</p>
<b>4.19 Interruption of Study</b>	A student can apply to take an authorised break in their period of study (an	To support impacted students, where	In view of the extraordinary	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>'Interruption of Studies') of up to one year for on-going medical or personal reasons. Personal reasons include, but are not limited to, financial reasons.</p> <p>The normal period of interruption that may be granted is one year. At the end of this period, in exceptional circumstances, a student may apply to extend the interruption by a further year.</p>	<p>relevant and based on academic judgement, Programme Directors will be able to backdate a student's request in Terms 2 and 3 of 2020/21 to January 2021.</p> <p>Please see Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements</p>	<p>circumstances around COVID-19 and industrial Action and the potential impact on students, some students may have chosen to interrupt their studies in 2019/20.</p> <p>To support impacted students, where relevant and based on academic judgement, Programme Directors were able to backdate a student's request in Terms 2 and 3 of 2019/20 to January 2019.</p>	<p>Student must have been informed about any fees and additional costs (if relevant) they would incur if they decide to take up that option.</p> <p>Please see Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements</p>
<p><b>5.2</b></p> <p><b>Submission of Student Work</b></p>	<p>Each assessment submitted must be accompanied by a hard copy or electronic coversheet where appropriate</p>	<p>Where a student is unable to submit the coversheet with their</p>	<p>Where a student is unable to submit the coversheet with</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	When the student submits the coversheet with their assignment, they are registering their acceptance of their use. Assessments will not normally be returned to a student until an appropriate coversheet has been submitted.	assignment, students may be permitted, in exceptional cases, to submit a pre-agreed disclaimer with their assessment	their assignment, students may be permitted, in exceptional cases, to submit a pre-agreed disclaimer with their assessment	
<b>5.3 Marking and Moderation</b>	Assessment criteria and grade-related criteria will be provided in the Programme Handbook to help students to understand how their academic performance will be assessed.	Assessment criteria and grade-related criteria are in line with the 'Mitigation Packages for 2020/21' as published in this Contingency Senate Regulations 2020/21.  The mitigations are also published on the Student Hub <a href="#">here</a>	Assessment criteria and grade-related criteria are in line with the <a href="#">Assessment and Safety Net Principles</a> and published on the Student Hub	
<b>5.4 Feedback on Assessed Work</b>	Feedback is provided to students on all assessed work, including examinations, in line with guidelines and timescales published in the Assessment and Feedback Policy.	No Change.	In line with current regulations, extension to turnaround was permitted, where needed.	The need for students to receive timely feedback remains important to the student learning experience.

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<ul style="list-style-type: none"> <li>• 3 week turnaround for assessment feedback</li> <li>• 4 weeks for end of module/equivalent significant assessments)</li> </ul>		Where staff need additional time to manage marking and moderation workloads, this will be managed at School level and recorded for Senate and ExCo.	
<b>5.6.2 External Examiner Duties</b>	<p>External Examiners provide essential independence in the assessment process.</p> <p>To ensure academic standards and externality in the assessment process, each Programme will have at least one External Examiner who takes an overview of the assessment process of the Programme.</p>	<p>No Change</p> <p>External Examiner duties are to continue as far as possible noting that duties of existing, and appointment process of new, externals will be impacted to some extent.</p> <p>External Examiners should be informed</p>	<p>External Examiner duties are to continue as far as possible noting that duties of existing, and appointment process of new, externals will be impacted to some extent.</p> <p>The revised Programme Amendment</p>	<p>External Examiner Annual Report forms will request that they comment on the Board's actions to note or mitigate the impact of Covid-19 on the student body in 2019/20 and 2020/21.</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>about the changes made to programmes and will be consulted, where necessary.</p> <p><b>Actions taken in 2020/21:</b> City informed External Examiners that the University has implemented a series of measures to ensure learning opportunities for students are provided online, relevant assessments have been redesigned for this academic year, and that in line with the sector, City has approved mitigations to support students to ensure that their final award or progression will not be adversely impacted by Covid-19</p>	<p>Policy for Alternative Assessments 2019/20 notes that External Examiners will be informed about the changes made to programmes and will be consulted, where necessary.</p> <p><b>Actions taken in 2019/20:</b> City informed External Examiners that the University has implemented a series of measures to ensure learning opportunities for students are provided online, relevant assessments have been</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
			redesigned for this academic year, and the Extenuating Circumstances process has been replaced by SYAS and that in line with the sector, City has made a 'Safety Net' commitment to our students to ensure that their final award or progression will not be adversely impacted by Covid-19.	
<b>5.7 Academic Misconduct</b>	The assessment of the type and severity of individual cases will be determined by academic judgement and these may be designated as: <ul style="list-style-type: none"> <li>• poor academic practice</li> <li>• academic misconduct</li> <li>• severe academic misconduct</li> </ul>	Academic Misconduct Panels may be conducted in-person, online (by Zoom or Teams) and by correspondence (this means that, where	No changes currently proposed with the exception of requirements for timings and notifications relating	Students are going through a significant transition and are working in ways that they have not been expected to

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>as outlined in the <a href="#">Academic Integrity and Misconduct Policy and Guidance</a>.</p>	<p>appropriate, Academic Misconduct investigations and Panels can take place via written statements provided by the student).</p> <p>Academic Misconduct Panels, where it is reasonable and justifiable to do so and necessary, may also take place in the absence of a student.</p> <p>For example, where:</p> <ul style="list-style-type: none"> <li>• there is a high number of potentially related cases within the same module, programme or School;</li> </ul>	<p>to Academic Misconduct Panels. These exceptions allow Academic Misconduct Panels to be conducted online (by Zoom or Teams) and via correspondence, where necessary.</p> <p><b>Please see the <a href="#">Academic Integrity and Misconduct Policy and Guidance</a> for more information.</b></p>	<p>before. Therefore, care must be taken by Schools to ensure students are supported as best as possible to prevent poor academic practice and instances of AM from arising.</p> <p>Where case volumes are high and it is not reasonable to hold online Academic Misconduct Panels with the student in attendance, the Academic Misconduct Panel will be held in absentia, in accordance with this Contingency Senate Regulations</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<ul style="list-style-type: none"> <li>• where legitimate adjustments and considerations are required to ensure the process is accessible and runs fairly;</li> <li>• where there are specific equality needs, and/or where reasonable adjustments are required.</li> </ul> <p>In such instances, Academic Misconduct Panels may take place in the student's absence in accordance with <a href="#">section 2.11.3 of the Academic Integrity and Misconduct Policy</a></p>		<p>and section <a href="#">2.11.3 of the Academic Integrity and Misconduct Policy and Guidance.</a></p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>and <a href="#">Guidance</a> and this Contingency Senate Regulations. .</p> <p><b>Please see the <a href="#">Academic Integrity and Misconduct Policy and Guidance</a> for more information.</b></p>		
<p><b>5.7 Academic Misconduct Sanction</b></p>	<p>The assessment of the type and severity of individual cases will be determined by academic judgement and these may be designated as:</p> <ul style="list-style-type: none"> <li>• poor academic practice</li> <li>• academic misconduct</li> <li>• severe academic misconduct</li> </ul> <p>as outlined in the <a href="#">Academic Integrity and Misconduct Policy and Guidance</a>.</p>	<p>No Change.</p> <p><b>Please see the <a href="#">Academic Integrity and Misconduct Policy and Guidance</a> for more information.</b></p> <p>Modules failed due to academic misconduct cannot be compensated or discounted.</p> <p>Modules with academic misconduct penalty marks will not form part of the</p>	<p>To ensure sanctions are applied:</p> <p>Resit should take place where Year 1 students have AM decision. Where, this is the case, such students could have a special paper.</p> <p>If a module is affected by an AM for which a mark penalty is applied, then the Safety Net calculation would</p>	

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>eligible credits discounted from the 2020/21 year's average.</p> <p>If a student with academic misconduct subsequently submits an EC claim, this will be considered on a case-by-case basis to ensure that decision making is consistent and fair to other students.</p>	include the entirety of that module (including the AM sanction - capped AM resit mark).	
<b>6.1 Assessment Boards:</b>  <b>Role of Assessment Boards</b>	Assessment Boards will consider results anonymously in line with the provisions set out in 6.1 of the Assessments regulations.	<b>No change:</b> Duties and functions of Assessment Boards remain the same. Assessment Boards will consider results based on the Mitigations for 2020/21 as contained	<b>No change:</b> Duties and functions of Assessment Boards remain the same. Assessment Boards will consider results based on the	Assessment Boards in 2019/20 and 2021/22 may take place online. The Terms of Reference, Membership and Quoracy arrangements are unchanged.

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>in this Contingency Senate Regulations and the <a href="#">Assessment Regulations for 2020/21</a>.</p> <p>Assessment Boards may take place online. The Terms of Reference, Membership and Quoracy arrangements are unchanged</p>	<p><a href="#">Assessment and Safety Net Principles</a>.</p>	
<p><b>6.8 Chair's Action</b></p>	<p>Please see <a href="#">Assessment Regulations for 2020/21</a>.</p>	<p>Assessment Board decisions on Progression and Award should not be taken by Chair's Action whilst the 2020/21 contingency regulations are in force.</p> <p>The only permitted exceptions on where</p>	<p>Assessment Board decisions on Progression and Award should not be taken by Chair's Action whilst the 2019/20 contingency regulations are in force, other than for minor administrative updates or corrections.</p>	<p>All Chairs actions must be recorded with details of the rationale.</p> <p>Chairs action decisions must be reported to the next Assessment Board</p>

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		Chair's actions may be taken are defined in Appendix 2.	Only permitted in limited circumstances as defined in Appendix 2.	
<p><b>6.9.2</b></p> <p><b>Interim Assessment Panels</b></p>	<p>An Interim Assessment Panel may be convened to make provisional recommendations to the Assessment Board with regard to student progress.</p> <p>Interim Assessment Panels can:</p> <ul style="list-style-type: none"> <li>consider student achievement in modules completed up to a specified but non-progression point and exercise discretion in deciding whether and how a student can undertake an earlier resit of failed assessments while continuing their studies.</li> </ul> <p>Interim Assessment Panels are permitted to:</p> <ul style="list-style-type: none"> <li>consider student achievement in modules completed up to a specified but non-</li> </ul>	<p><b>No Change:</b> Scaling is permitted and is one of the key mitigation approaches for 2020/21.</p> <p>Where it has not been possible to rectify issues identified with module marks through the marking and moderation process, and factors have been identified that show that overall attainment has been out of line with expectations, a provisional recommendation for</p>	Scaling is permitted	Interim Assessment Panels do not make decisions on progression or award so there is no requirement to review marks anonymously.

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>progression point and exercise discretion in deciding whether and how a student can undertake an earlier resit of failed assessments while continuing their studies.</p> <p>Interim Assessment Panels are not permitted to:</p> <p>Interim Assessment Panels cannot:</p> <ul style="list-style-type: none"> <li>• make recommendations or decisions on the progression of students from one Programme Stage to another, or on final Award.</li> <li>• apply compensation.</li> </ul> <p>make decisions on the outcomes of Extenuating Circumstances Panels, Academic Misconduct Panels, Fitness to Study Panels and Fitness to Practise Panels.</p> <p>Communications to students following an Interim Assessment Panel will clarify that any results released are provisional and may be amended following an Assessment Board. The Panel must also explain the implications for a student’s progression</p>	<p>scaling of marks may be made to the Assessment Board by the Interim Assessment Panel.</p> <p>Provisional recommendations for scaling could mean scaling marks up or (in rare instances) scaling down. Where scaling down is being recommended passing students should not be scaled down to fail.</p> <p>If a scaling recommendation is being considered, the relevant External Examiner(s) should be consulted, and the recommendation should be clearly communicated to</p>		

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
	<p>and/or final Award in the event of resit failure.</p> <p>Students cannot appeal against the decisions of an Interim Assessment Panel, but have the right to appeal against an Assessment Board decision once results have been confirmed if specific grounds are met (see <a href="#">Section 6.11 of the Assessment Regulations 2020/21</a>)</p>	students when they receive their results.		
<b>6.12 Suspension of The Assessment Regulations</b>	In very exceptional circumstances, where the integrity of the assessment process is compromised by unforeseen circumstances (not otherwise accounted for in the Regulations) or where the application of the Regulations would unfairly disadvantage a group of students, it may be necessary to suspend the Assessment Regulations.	<p>The Assessment Regulations was suspended in March 2021, on behalf of Senate, by the President.</p> <p>Unless otherwise stated, the Senate Regulations 19: Assessment Regulations will be reinstated, in its entirety, on Monday 6 September 2021 for</p>	<p>The assessment regulations were suspended on 26 March 2020 by the President.</p> <p>The Assessment Regulations for 2020/21 were reinstated on 26 October 2020 for the 2020/21 Academic Year.</p>	Senate has been notified of the 2019/20 and 2020/21 suspensions.

Regulation	Pre-Mitigations Regulations 2020/21	2020/21 Mitigations to be applied at the 2020/21 Assessment Boards	2019/20 Mitigations for Reference only	Comments
		<p>the 2021/22 Academic Year.</p> <p>Therefore, this Contingency Senate Regulations will cease on this date except where transitional arrangements for 2020/21 apply.</p> <p>Please see Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements</p>		

## **Appendix 1: Arrangements for ‘School-Specific Package’ Student Attainment and Assessment Mitigations for 2020/21**

City approved two school-specific (programme-specific) **mitigations** to meet PSRB requirements or to meet the specific nature of the programmes offered by the relevant Schools. These are designed to mitigate specific issues and should be considered as the best options for these programmes. For example, scaling, compensation and discounting of the lowest credits cannot apply to programmes in the School of Health Sciences due to PSRB reasons.

- **School of Arts and Social Sciences**

### **Progression for Professional Doctorate in Counselling Psychology (DPsych) (Regulatory Change)**

- **Due to the pandemic, students in Year 1 2020/21 with up to 45 credits outstanding for clinical practice for PSM419 may be progressed to the next academic year.**

The Professional Doctorate in Counselling Psychology requires 450 hours of clinical practice across the three taught years of the programme. The impact of the Covid-19 crisis has left many students without the opportunity to complete their clinical hours.

All students in Year 1 of the DPsych taught programme are to be progressed in cases where they have successfully completed all academic coursework, even if they have not been able to complete their Professional Components modules (PSM419). The Professional Components modules require 100 clinical placement hours in Year 1. However, these have been severely impacted by the pandemic. The modules comprise 45 credits. Students in 2020/21 can trail more than the usual 15 credits where eligible.

The same exception is requested for Year 2 students in Academic Year 2021/22, given the potential knock-on effect of the above.

(The above circumstance would not impact Year 3 students in the same way, as those who are unable to complete all clinical hours would be given Dormant status until completing clinical hours).

- **School of Health Sciences**

### **Progression for School of Health Science Programmes with clinical activities (Regulatory Change)**

- **SHS students in 2020/21, who due to PSRB requirements and the need to return to clinical activities with up to 45 assessment credits outstanding, should be permitted to trail.**

Similar to 2019/20, where SHS students need to trail more than 45 assessment credits to complete a Programme Stage because of the impact of the pandemic, and where PSRB requirements allow, an individual rationale will be needed to explain how a student can complete the trailed credits alongside their current Programme Stage.

As well as the need for the above regulatory change, there is a need to be flexible with the provisions of the Assessment Regulations to support the unique positions of SHS students during this academic year. There are significant changes to work patterns in the Trusts caused by the pressures of the pandemic and the School continues to find way to support students affected by these changes. This will affect students in practice who are registered on post-registration programmes or taking Continuing Personal and Professional Development (CPPD) modules.

## **Appendix 2: Chair's Action and Late or Absent Marks**

In order to mitigate against the risks of decisions on progression and award being taken by an individual whilst the contingency regulations are in force for 2020/21, Chair's Action should not be taken other than for administrative updates, such as inclusion of missing or late marks.

All Chairs actions must be recorded with details of the rationale.

Chairs action decisions must be reported to the next Assessment Board

### **Absent or Unmoderated Marks – Progressing Students**

*“It is stated in Senate Regulation 19 that ‘Assessment Boards convene at appropriate points in the academic year to make decisions, on behalf of Senate, on final marks, progression, Award (including the Award of credit) and withdrawal through consideration of student results’.”*

Assessment Boards should continue to work to this principle throughout periods of disruption whilst maintaining academic standards. A core role of the Board is to ascertain whether individual students have satisfactorily demonstrated the achievement of learning outcomes associated with each module or Programme Stage.

At either the Preliminary Assessment Panel or the beginning of the Assessment Board members must agree on any specific elements of assessment without whose marks they cannot proceed to determine a student's result for the Module or Programme Stage.

Despite any period of disruption, it is anticipated that in the majority of cases a high proportion of marks for assessments will be available. When this is the case the Board may decide it is able to determine a student's marks and grades for the module or programme. In order to do this the Assessment Board must be satisfied that the mark and grade assigned is reflective of the student's achievement.

If unable to reach a decision, even on whether the student should pass or fail, the Assessment Board should note this; when further results become available the Board will reconvene to determine the appropriate mark/grade; this could be at Programme or School level or in exceptional circumstances, by Chair's action. The External Examiner must be consulted and, if possible, be in attendance at the reconvened meeting. In the event that they are unable to attend, written comments should be requested.

In exceptional circumstances, where it has not been possible to determine whether students would be able to progress to the next year, the School must contact Student and Academic Services who will liaise with the Deputy President and Provost to decide on an appropriate course of action.

### **Absent or Unmoderated Marks – Final Year Students**

Assessment Boards for awarding final classifications should meet as scheduled. Where marks are available the Board may decide it is able to determine a student's marks and classification. In order to do this the Assessment Board must be satisfied that the mark and classification assigned is reflective of the student's achievement.

If the Board does not feel that there is sufficient evidence available to classify a degree the Board may choose to award an unclassified award if the standards for receiving an award have been met. The degree will then be classified when further information becomes available.

No Assessment Board should return a fail decision in a situation where unavailable assessment results will become available at a later date, unless it is absolutely clear that even passes at 100% in the unavailable assessments would not be sufficient to turn a fail into a pass.

In exceptional circumstances, where it has not been possible for students to complete assessments or for a decision on awarding degrees as a result of the disruption, the School must contact Student and Academic Services who will liaise with the Deputy President and Provost to decide on an appropriate course of action.

## Part B: Contingency Senate Regulations for Assessment and Conferment of Awards 2020/21: Transitional Arrangements

This guidance note summarises the regulatory approach for:

1. students enrolled between 16 March 2020 and 25 October 2020 who have not yet completed their Programme Stage for the 2019/20 academic year (due to SYAS/ECs, extended deadlines, and/or interruption of study)<sup>2</sup>
2. students enrolled prior to 16 March 2020 who had interrupted study and are due to return to complete their Programme or have outstanding assessments to complete due to ECs<sup>1</sup>
3. part-time students who enrolled prior to 16 March 2020 who are still progressing through their programme

For students who have interrupted their programme or are studying on a part-time basis, a proportionate approach is being taken to application of contingency regulations and mitigations. This will be determined by the timing and volume of assessment completed prior to and during the contingency regulation periods and will be applied in the following sequence:

### Table 1: Steps for application of contingency regulations

Please note: where reference is made to Programme Stages in this Table, for Postgraduate programmes or other programmes without Programme Stages, the student must have passed the requirements of the overall Programme

Sequence	Notes
<b>1. Safety Net</b>  Apply the Safety Net for any eligible assessments taking place up to 16 March 2020	The student must have passed their current Programme Stage to be eligible the Safety Net to apply.  The modified stage average will be the maximum of the average of their marks for assessment completed by to 16 March and their original stage average.  This will need to be done manually outside of SITS  Assessments with Academic Misconduct must be excluded from the calculation
	
<b>2. Compensation</b>  <b>i. If the Safety Net has been applied to the student's Programme Stage</b> Compensation can be applied for the Programme Stage including resit assessments up until 25 February 2022.	25 February 2022 is the final cut-off date for assessments eligible for assessment mitigations  Assessments with Academic Misconduct must be excluded from the calculation

<sup>2</sup> A list of eligible students is available from IT

Sequence	Notes
<p>ii. <b>If the Safety Net has not been applied to the student's Programme Stage</b>            Compensation can be applied for the Programme Stage including resit assessments up until 25 February 2022.</p>	<p>Students must have passed their current Programme Stage for compensation to be applied. Please see <b>Section 4.7.1. Compensation in Part A of the Contingency Assessment Regulations</b> for further details on applying compensation and the exclusions that apply</p>
	
<p>3. <b>Discounting</b></p> <p>i. <b>If the Safety Net has been applied to the student's Programme Stage</b>            Discounting is not applied if the student's Safety Net modified mark is higher than their original stage average mark.</p> <p>If the Safety Net modified mark is lower or equal to the original stage average mark discounting can be applied on a pro rata basis according to the proportion of assessments undertaken during and in relation to the 2020/21 academic year only, including resit assessments up until 25 February 2022.</p> <p>ii. <b>If the Safety Net has not been applied to the student's Programme Stage</b>            Discounting should be applied on a pro rata basis according to the proportion of assessments undertaken during and in relation to the 2020/21 academic year only, including resit assessments up until 25 February 2022.</p>	<p>25 February 2022 is the final cut-off date for assessments eligible for assessment mitigations including discounting</p> <p>Assessments with Academic Misconduct must be excluded from the calculation</p> <p>Students must have passed their current Programme Stage for discounting to be applied. Please see <b>Section D Discounting in Part A of the Contingency Assessment Regulations</b> for further details on applying Discounting and the exclusions that apply.</p> <p>Discounting is not available for exit awards.</p> <p>This mitigation calculation can be done within SITS</p>
<p>4. <b>Verification of outcome</b></p> <p>Check whether the outcome for the student is better or worse after application of the contingency mitigations</p>	<p>In some cases, the student outcome will be better <b>without</b> the contingency mitigations. In such cases they do not need to be applied and the students' actual marks/outcomes will stand. Mitigations should only be applied if it does not disadvantage the student.</p>

**Table 2: Regulations to be applied for part-time students and students with interrupted studies for assessment during 2020/21 and before**

	Students with incomplete Programme Stage <b>prior to 2019/20 academic year</b>	Students with incomplete Programme Stage 2019/20	Programme Stages commencing 2020/21 academic year
<b>1. Assessment and Safety Net Principles</b>	<p><b>Assessment Principles</b> n/a</p> <p><b>Safety Net</b> n/a</p>	<p><b>Assessment Principles</b> Assessment Principles were applied to the programme for 2019/20 assessments</p> <p><b>Safety Net</b> Applies:</p> <ul style="list-style-type: none"> <li>For UG students who pass their current Programme Stage, the modified stage average should be the maximum of the average of their marks for assessments completed up to 16 March 2020 and their original stage average</li> <li>For PG students who pass their current stage, the modified stage average should be the maximum of their marks for assessments completed in terms not affected by COVID-19 and of their original stage average</li> </ul> <p><b>The Safety Net will be applied based on the 2019/20 assessments completed by the student up to 16 March 2020</b></p>	<p><b>Assessment Principles</b> n/a</p> <p><b>Safety Net</b> n/a</p>

	Students with incomplete Programme Stage <b>prior to 2019/20 academic year</b>	Students with incomplete Programme Stage 2019/20	Programme Stages commencing 2020/21 academic year
<b>2. Assessment Regulations</b>	<p>During the period 20 March 2020 to 25 October 2020 the contingency regulations applied.</p> <p><b>Assessments</b></p> <ul style="list-style-type: none"> <li>If the student had an uncapped first attempt due to ECs during the emergency period (16 March 2020 to 25 October 2020) the contingency regulations in force at the time would apply</li> </ul>	<p>During the period 20 March 2020 to 25 October 2020 the contingency regulations applied.</p> <p><b>Assessments</b></p> <ul style="list-style-type: none"> <li>If the relevant assessments fell within the emergency period (16 March 2020 to 25 October 2020) the contingency regulations in force at the time would apply</li> <li>If the assessment is taken on or after 26 October 2020, the contingency regulations would apply <b>except the student would need to submit an EC Form if they have extenuating circumstances at the time of the assessment</b></li> </ul>	<p>The first set of contingency regulations applied until 25 October 2020. The second set of contingency regulations commenced in March 2021.</p> <p><b>For assessments scheduled on or after 26 October 2020, the second set of contingency regulations (as detailed in Part A of this document) apply pro rata based on the proportion of assessments completed where applicable, i.e.</b></p> <ul style="list-style-type: none"> <li>for review of marks at an Interim Assessment Panel</li> <li>for calculation of discounting of credits</li> </ul> <p>Please see 3. below for Extenuating Circumstances</p>
<b>3. Extenuating Circumstances and (and claims with or without Supporting Your Academic Success (SYAS) forms from 16 March - 20 October 2020 only)</b>	<p>For students with ECs occurring prior to 20 March 2020, they would be expected to attempt the outstanding assessment(s) as a first attempt at the next opportunity.</p> <ul style="list-style-type: none"> <li>If the re-assessment opportunity was scheduled between 16 March- 25 October 2020 and the student</li> </ul>	<p><b>For assessments scheduled during the contingency period (16 March to 25 October 2020):</b></p> <p>The EC process was suspended between 16 March to 25 October 2020 (except Professional Law programmes). Under the contingency regulations, students who did not complete an assessment</p>	<p>The contingency regulations applied until 25 October 2020.</p> <p><b>For assessments scheduled on or before 25 October 2020:</b></p> <p>Students who did not complete an assessment during that period were permitted to have:</p>

	Students with incomplete Programme Stage <b>prior to 2019/20 academic year</b>	Students with incomplete Programme Stage <b>2019/20</b>	Programme Stages commencing <b>2020/21 academic year</b>
	<p>did not attempt the assessment, the student would be entitled to a further uncapped attempt (except Professional Law students <i>see below</i>)</p> <ul style="list-style-type: none"> <li>• If the re-assessment opportunity was scheduled before 16 March 2020 or after 25 October 2020, and the student did not attempt the assessment they would either: <ul style="list-style-type: none"> <li>i. be entitled to a further uncapped attempt if they are permitted according to the EC Policy in force at the time, or</li> <li>ii. be entitled to a final (capped) attempt if they do not have approved ECs or (from 26 October approved self-certified ECs)</li> </ul> </li> <li>• Professional Law Students: where permitted by the Professional Body, if the student did not attempt the assessment, they would either: <ul style="list-style-type: none"> <li>iii. be entitled to a further uncapped attempt if they are permitted according to the EC Policy in force at the time, or</li> </ul> </li> </ul>	<p>during that period were permitted to have:</p> <ul style="list-style-type: none"> <li>• an additional uncapped attempt at the assessment (if it was a first attempt) or</li> <li>• an additional capped attempt at the assessment (if it was a resit/capped attempt)</li> </ul> <p><b>For assessments scheduled before 16 March or after 25 October 2020:</b></p> <p>The EC Policy and process in force at the time applies.</p> <p>If the re-assessment opportunity was scheduled before 16 March 2020 or after 25 October 2020, and the student did not attempt the assessment they would either:</p> <ul style="list-style-type: none"> <li>i. be entitled to a further uncapped attempt if they are permitted according to the EC Policy in force at the time, or</li> <li>ii. be entitled to a final (capped) attempt if they do not have approved ECs or (from 26 October approved self-certified ECs)</li> </ul> <p>If the student experiences difficulties at the time of the further attempt (which</p>	<ul style="list-style-type: none"> <li>• an additional uncapped attempt at the assessment (if it was a first attempt) or</li> <li>• an additional capped attempt at the assessment (if it was a resit/capped attempt)</li> </ul> <p>(except Professional Law students for whom the EC Policy and process applied).</p> <p><b>For assessments scheduled on or after 26 October 2020:</b></p> <p>The EC Policy and process applies</p>

	Students with incomplete Programme Stage <b>prior to 2019/20 academic year</b>	Students with incomplete Programme Stage <b>2019/20</b>	Programme Stages commencing <b>2020/21 academic year</b>
	<p>iv. be entitled to a final (capped) attempt if they do not have approved ECs or (from 26 October approved self-certified ECs)</p> <p>Note: EC claims without evidence have been considered since 16 March 2020</p>	is after 25 October 2020) that attempt, they could submit an EC Form for consideration under the new EC Policy.	
<b>4. Academic Misconduct</b>	If academic misconduct sanctions have been applied to a module starting prior to 2019/20, the student must fulfil them	If academic misconduct sanctions have been applied to a 2019/20 module, the student must fulfil them	If academic misconduct applies to a 2020/21 module, the student must fulfil them.
<b>5. Trailing of Credit</b>		The Contingency Regulations	The usual Assessment Regulations apply with the exception of the approved Programme Mitigations for SHS, and SASS as outlined in Appendix A
<b>6. Interruption of Studies</b>	If a student interrupted prior to 2019/20 they would have been due to return during 2019/20. If returning in 2019/20 the Contingency Regulations would have applied to them during 16 March and 25 October 2020. If an (exceptional) additional period of interruption was approved, the Regulations in force at the time of their return will apply.	<p>Students interrupting study between 16 March 2020 and the end date for 2019/20 for their programme had an option to backdate their period of interruption to 5 January 2020. Where this was the case, they would be due to return on 5 January 2021.</p> <p>For all students, the regulations in force at the time of their return will apply.</p>	To support impacted students, where relevant and based on academic judgement, Programme Directors will be able to backdate a student's request in Terms 2 and 3 of 2020/21 to January 2021.
<b>7. Programme Regulations</b>	Existing approved Programme Regulations apply	If special Contingency Regulations were agreed for the specific programme or group of students, these will continue to apply to modules commenced	Usual approved Programme Regulations apply

	Students with incomplete Programme Stage <b>prior to 2019/20 academic year</b>	Students with incomplete Programme Stage 2019/20	Programme Stages commencing 2020/21 academic year
		between 16 March and 25 October 2020	

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June 2021